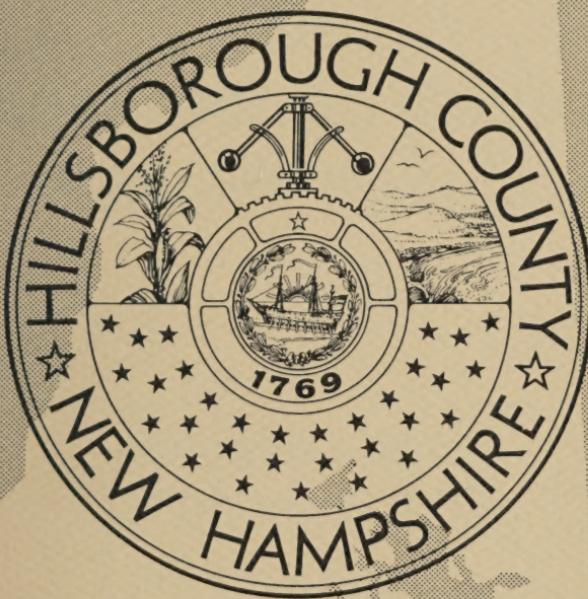


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HILLSBOROUGH COUNTY NEW HAMPSHIRE



1985 Annual Report

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**Report
of the
Commissioners
of
Hillsborough County,
New Hampshire**

WITH REPORTS OF
COUNTY OFFICERS,

**For the Fiscal Year Ended
June 30, 1985**

Report
of the
Commissioners
of
Hillsborough County,
New Hampshire

WITH REPORTS OF
COUNTY OFFICERS

For the Fiscal Year Ended
June 30, 1882.

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COUNTY OFFICERS

COMMISSIONERS

Edward J. Lobacki, Peterborough, N.H.
Chairman

Robert F. Keefe, Manchester, N.H.

Alice Record, Nashua, N.H.
Clerk

Daniel D. Wihby, Manchester, N.H.
Treasurer

Paul Gagnon, Manchester, N.H.
County Attorney

Peter McDonough, Manchester, N.H.
Assistant County Attorney

Louis A. Durette, Manchester, N.H.
Sheriff

Raymond Cloutier, Goffstown, N.H.
Judge of Probate

Robert Rivard, Manchester, N.H.
Register of Probate

Judith A. MacDonald, Manchester, N.H.
Register of Deeds

John Safford, Manchester, N.H.
Clerk of Superior Court

HILLSBOROUGH COUNTY DELEGATION

District No. 1	City/Town
Joseph M. Eaton — R	Hillsborough
Frank J. Sylvia — R&D	Hillsborough
District No. 2	
Howard S. Humphrey, Sr. — R	Antrim
District No. 3	
Robert L. Hyman — R	Weare
District No. 4	
Roland A. Sallada — R	New Boston
District No. 5	
Elizabeth A. Moore — R	New Boston
District No. 6	
Paul R. August — R	Goffstown
George F. Jones — R	Goffstown
Alice Tirrell Knight — R	Goffstown
Marcel J. Martin — R	Goffstown
Aime H. Paradis — R	Goffstown
District No. 7	
Charles F. Bass — R	Peterborough
Robert H. Grip — R	Peterborough
Marian R. Harrington — R	Hancock
District 8	
John E. Burns — R	Wilton
Howard F. Mason — R	Wilton
District No. 9	
Carol H. Holden — R&D	Amherst
Elizabeth D. Lown — R&D	Amherst
B. P. Smith — R&D	Amherst
M. Arnold Wight, Jr. — R	Amherst
District No. 10	
Lester R. Perham — R	Milford
Bart Prestipino — R&D	Milford
Emma B. Wheeler — R&D	Milford
Kenneth T. Wheeler — R&D	Milford

District No. 11

A. Leslie Burns — R	Bedford
Mary J. Shriver — R	Bedford
Richard C. Stonner — R	Bedford
Anna S. Van Loan — R	Bedford

District 12

Nancy C. Hendrick — D	Litchfield
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District No. 13

Frederick G. Ahrens — R	Merrimack
Dennis H. Fields — R	Merrimack
Robert N. Kelley — R	Merrimack
Charles M. Nute — R	Merrimack
Geraldine G. Watson — R	Merrimack
Harold W. Watson — R	Merrimack

District No. 14

Ellen-Ann Robinson — R	Litchfield
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District No. 15

Bonnie B. Packard — R	New Ipswich
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District No. 16

Barbara A. Fried — R	Greenville
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District No. 17

Clyde S. Eaton — R&D	Greenville
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District No. 18

Gladys M. Cox — R	Hollis
Frank N. Whittemore — R	Hollis

District No. 19

George A. Arris — R	Hudson
Lionel R. Boucher — R	Hudson
Doris R. Ducharme — R	Hudson
Shawn N. Jasper — R	Hudson
G. Philip Rodgers — R	Hudson
Joan A. Wagner — D	Hudson

District No. 20

Robert Blanchette, Jr. — R	Pelham
Ralph S. Boutwell — R	Pelham
Michael E. Jones — R	Pelham

District No. 21

Leonard A. Smith — R	Hudson
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District No. 22		
Audrey A. Carragher — R		Nashua
Philip deG. Labombarde —		Nashua
Lucille T. Wood — R		Nashua
District No. 23		
Germaine Y. Bourdon — R		Nashua
Dennis C. Hogan — R		Nashua
Stanley R. Vanderlosk — R		Nashua
District No. 24		
Yvette L. Chagnon — R		Nashua
Nancy M. Ford — R		Nashua
Barbara B. Pressly — D&R		Nashua
District No. 25		
David E. Cote — D		Nashua
Donnalee M. Lozeau — R		Nashua
Edward Jeffrey Newcombe — D&R		Nashua
District No. 26		
Chris Jacobson — D		Nashua
Ann M. Parmenter — D		Nashua
William T. Pellow — R		Nashua
District No. 27		
Betty Tamposi — R		Nashua
District No. 28		
Patricia Janelle Donovan — D		Nashua
Cecelia L. Winn — D		Nashua
Peter J. Zis — D		Nashua
District No. 29		
Robert R. Charron — R		Nashua
Gabrielle V. Gagnon — D		Nashua
Margaret L. McGlynn — D		Nashua
District No. 30		
Wilfrid A. Boisvert — D		Nashua
Maurice J. Levesque — D		Nashua
Roland A. Morrissette — D		Nashua
District No. 31		
Richard H. Duprey — R		Nashua
Edmund M. Keefe — R		Nashua
Mary S. Nelson — D&R		Nashua

District No. 32			Nashua
Robert A. Durant, Sr. — D			
District No. 33			
Barbara E. Arnold — R		Manchester	
Marc A. Chretien — R		Manchester	
Lee Anne S. Steiner — R		Manchester	
District No. 34			
Norman A. Packard — R		Manchester	
Frances Riley — R		Manchester	
William A. Varkas — R		Manchester	
District No. 35			
Ann J. Bourque — D		Manchester	
Joanne A. O'Rourke — D		Manchester	
Harold M. Worthen, Jr. — R		Manchester	
District No. 36			
Scott E. Green — R		Manchester	
District No. 37			
Aurore M. Duperron — R		Manchester	
Toni Pappas — R		Manchester	
Judy E. Reardon — D		Manchester	
District No. 38			
Lawrence Cronin — D		Manchester	
Daniel J. Healy — D		Manchester	
Steven J. McCue — R		Manchester	
District No. 39			
Edward J. Crotty — D		Manchester	
Leona Dykstra — D&R		Manchester	
Mary J. Sullivan — D		Manchester	
District No. 40			
Robert E. Murphy — D		Manchester	
District No. 41			
John F. Clancy — D		Manchester	
Daniel J. Dwyer — D		Manchester	
Maureen E. Raiche — D		Manchester	
District No. 42			
Roland O. Beaupre — R		Manchester	
Nancy E. Bridgewater — R		Manchester	
James Herod, Jr. — R		Manchester	

District No. 43		
Janet G. Barry — R		Manchester
Wilfred Burkush — D		Manchester
Judy L. Pariseau — R		Manchester
District No. 44		
Edward G. Blais — R		Manchester
District No. 45		
William G. Dion — D&R		Manchester
Irene M. Messier — R		Manchester
Frank J. Reidy — D		Manchester
District No. 46		
Catherine G. Lamy — D		Manchester
Rudolph G. Paquette — D		Manchester
Roland M. Turgeon — D		Manchester
District No. 47		
Suzanne T. Bernier — D		Manchester
Lafayette Bergeron		Manchester
Richard G. Dupont — D		Manchester
District No. 48		
Jocelyne D. Champagne — D		Manchester

HILLSBOROUGH COUNTY DELEGATION MEETING
Manchester Courthouse
December 11, 1984

MINUTES

Present: See attached Roll Call. Also present were Commissioners Edmund Lobacki and Robert Keefe.

Acting Chairman Rep. Maurice Levesque called the meeting to order at 10:05 a.m. Rep. Levesque requested nominations for a Temporary Chairman of the Convention. Rep. Frederick Ahrens moved that Rep. Howard Mason be nominated as Temporary Chairman. Rep. Roland Sallada seconded the motion. Rep. Mason was declared elected on a voice vote.

Rep. Mason requested a call of the roll. There being 80 members present, he declared a quorum present and that nominations for the Executive Committee were in order.

Rep. John Burns moved that the following representatives from the Town be nominated to the Executive Committee: B.P. Smith, Anna Van Loan, Howard Mason, Joseph Eaton, Ellen-Ann Robinson and Frederick Ahrens as Chairman. There being no further nominations, the Chair declared the nominations closed. On a voice vote, the motion passed unanimously.

Rep. Levesque moved that the following representatives from the City of Nashua be nominated to the Executive Committee: Lucille Wood, Barbara Pressly, Margaret McGlynn, Gabriella Gagnon and Maurice Levesque as Vice Chairman. Rep. Wilfrid Boisvert seconded the nominations as read. There being no further nominations, the Chair declared the nominations closed. On a voice vote, the motion passed unanimously.

Rep. Mary Sullivan moved that the following representatives from the City of Manchester be nominated to the Executive Committee: Frank Reidy, Wilfred Burkush, Lawrence Cronin, Lee Anne Steiner, William Varkas and Barbara Arnold as Clerk. Rep. Janet O'Rourke seconded the nominations as read. There being no further nominations, the Chair declared the nominations closed. On a voice vote, the motion passed unanimously.

Rep. Sallada introduced the new Chairman of the Executive Committee. Rep. Ahrens thanked the delegation and said that the next Executive Committee meeting would concern the issue of the Valley Street Jail.

Rep. Mason introduced Commissioners Lobacki and Keefe.

It was moved by Rep. B.P. Smith and sufficiently seconded that the meeting be adjourned. Meeting adjourned at 10:30 a.m.

Respectfully submitted,
Barbara Arnold, Clerk

HILLSBOROUGH COUNTY DELEGATION MEETING

Manchester Courthouse

March 28, 1985

MINUTES

Present: See attached roll call. Also present were commissioners E. Lobacki, A. Record and R. Keefe; R. Roulx, S. Lafond, D. Horan, J. Johnson and P. Glennon.

Chairman Ahrens opened the meeting at 7:45 p.m.

Rep. Robinson moved to ratify a five year lease entered by the Hillsborough County Commissioners with the New Hampshire Department of Corrections for the rental of 690 square feet of space in the Nashua Courthouse for the annual rent of \$1,725. It was seconded by Rep. Mason. Attorney Horan explained the motion. On a voice vote the motion passed unanimously.

Rep. Wood moved to ratify a month to month lease agreement entered by the Hillsborough County Commissioners with the Private Industry Council of the Hillsborough County Job Partnership Training Act Program for the rental of 300 square feet, more or less, in the Manchester Courthouse for the monthly rent of \$125. It was seconded by Rep. Vaskas. Attorney Horan explained the motion. On a voice vote, the motion passed unanimously.

Rep. Steiner moved to approve the Hillsborough Commissioner's request for \$20,000 for the Register of Probate to pay court appointed counsel fees and guardian ad litem costs; the said \$20,000 to be raised by a supplemental appropriation to be funded from current surplus and if insufficient from county taxes to be imposed in the next fiscal year. Attorney Horan explained the motion. Rep. Murphy questioned the expense. On a voice vote the motion passed unanimously.

Rep. Robinson moved that the Delegation deny the Hillsborough County Commissioner's request for \$930,000 and instead appoint a committee in accordance with state law RSA 24:17 to investigate conditions pertaining to the conduct of county affairs; more specifically, to investigate the alleged over expenditure of public welfare monies during the fiscal years 1983-85; the said committee to report back to the full delegation on or before June 30, 1985, the delegation hereby appropriating \$2,000 for the committee's expenses; the said appropriation to be funded as a supplemental appropriation from available current surplus and if insufficient, from county taxes to be imposed in the next fiscal year. The members of the committee to be appointed by the chairman of the Delegation.

Chairman Ahrens said the motion was out of order and explained the original motion and the proposed amendment that should have been made.

Rep. Robinson made a parliamentary inquiry. She said the motion was reconsidered by the Executive Committee this evening and on a vote of 8 to 6 it was approved.

The motion was sufficiently seconded. Rep. Robinson and then Rep. Pressly spoke to the motion.

The Chair asked Attorney Horan to read RSA 24:17 pertaining to investigations and explain the legal aspects.

Mr. Roulx responded that he had no problem with the motion and welcomed any investigating committee. The county's certified public accountants would be available and at the service of the committee.

Discussion followed.

Rep. Raiche moved to amend the motion by substituting "to be appointed by the Chairman" to "to be elected by the County Delegation". It was seconded by Rep. Newcombe.

Discussion followed.

Rep. Durant moved the question. It was sufficiently seconded and on a voice vote, the motion carried.

Rep. Lozeau moved to amend the original motion by substituting "on or before June 30th" to "on or before May 30, 1985". It was seconded by Rep. Nelson.

Discussion followed.

Rep. Reardon moved the question and it was sufficiently seconded. On a voice vote the motion passed unanimously.

Chairman Ahrens said the question before the house is to amend the original motion by substituting "June 30th" with May 30th". On a show of hands, the motion failed.

Rep. Hyman called for the question on the original motion. It was sufficiently seconded. On a voice vote the motion passed.

The Chairman re-read the original motion as amended and on a voice vote, the motion passed.

At 8:45 p.m. the Delegation recessed. At 9:00 p.m. the Delegation reconvened.

Rep. A. Burns moved to nominate Rep. M. Harrington (r-Hancock), Rep. M. Raiche (d-Manchester), Rep. E. Robinson (r-Litchfield), Rep. Peter Zis (d-Nashua) and Rep. D. Lozeau (r-Nashua) to serve on the investigating committee. It was sufficiently seconded.

Rep. Mason nominated Rep. B. Smith who then declined. Rep. Blais nominated Rep. Murphy who then declined. Rep. Sullivan nominated Rep. Varkas who then declined.

It was moved and seconded that the nominations be closed. On a show of hands the motion passed.

Rep. Watson said point of order. He suggested that each nominee present their qualifications prior to voting.

The Chairman asked each nominee to give their background and qualifications.

Discussion followed.

The Chair re-read the motion and on a voice vote the motion passed unanimously.

Rep. Pressly moved to approve the Hillsborough County Commissioner's request for \$413,000 for board and care of children, \$208,000 for Manchester and \$205,000 for Nashua; the said \$413,000 to be raised by a supplemental appropriation to be funded from current surplus and if insufficient from county taxes to be imposed in the next fiscal year. It was seconded by Rep. Reardon.

Susan Lafond explained the motion.

Discussion followed.

Rep. Ahrens asked if they were ready for the question and on a voice vote, the motion passed unanimously.

Rep. Varkas moved to approve the Hillsborough County Commissioner's request for \$800,000 for the purpose of hiring an architect to prepare bid ready documents for a new correctional facility to replace the Old House of Correction and the Valley Street Jail, the said \$800,000 to be raised by a supplemental appropriation to be funded from current surplus and if insufficient from county taxes to be imposed in the next fiscal year. It was seconded by Rep. Dupont.

Rep. Varkas spoke to his motion.

Rep. Durant moved to amend the motion so that the entire sum of the architect's fees be bonded.

Rep. Varkas said point of order. He asked for a clarification of the motion. Chairman Ahrens explained that the motion reads "a combined facility" . . .

Rep. Ahrens re-read the original motion and the proposed amendment. It was seconded by Rep. August.

Rep. Pressly asked if the house would table the motion so that she could explain another option. It was moved by Rep. Harrington and seconded by Rep. Knight. On a voice vote the motion passed.

Rep. Pressly moved to strike out the entire motion and insert in its place the following: "Moved that Hillsborough County appropriate \$150,000 for the purpose of hiring an architect who will design the new combined correctional facility that will replace the Old Valley Street Jail and the Old House of Correction facility, the said architect to do the following: update prisoner population statistics and provide Hillsborough County prisoner population projections through the year 2005; conduct a comparative life cycle cost-benefit analysis of a new facility to be built at either Manchester or Goffstown; prepare two pre-

liminary site work documents for the two optional sites; assist Hillsborough County to make an informed site selection decision; present a final report on or before September 1, 1985. The said appropriation to be funded as a supplemental appropriation from available current surplus and if insufficient from county taxes to be imposed in the next fiscal year." It was seconded by Rep. Knight.

Rep. Pressly spoke to her motion.

Discussion followed.

The question was moved and seconded. On a voice vote, the motion failed.

Discussion continued.

Rep. Chretien moved to table Rep. Pressly's motion. It was sufficiently seconded. On a voice vote, the motion passed.

Rep. Ahrens asked if anyone wished to take the amendment to the original motion to bond the \$800,000 architect's fees off the table. It was moved and seconded.

Discussion followed.

Rep. Durant moved the question on bonding. It was sufficiently seconded. On a show of hands, the motion passed.

Chairman Ahrens re-read the amendment to the original motion.

Discussion continued.

Chairman Ahrens explained the parliamentary situation. He said the house is now voting whether or not to appropriate \$800,000 by bonding for the purpose of hiring an architect to prepare bid ready documents. He asked if they were ready for the question.

Discussion continued.

Rep. Varkas moved to amend his original motion that the money be spent on a jail to be built in Manchester. It was seconded by Rep. Sullivan.

Chairman Ahrens asked for the motion in writing. The Chair said the question before the delegation is on a motion to amend a motion which reads to authorize the Board of Commissioners to go forward with plans to construct a correctional facility to replace the old House of Correction and the Valley Street Jail to be built on property already owned by Hillsborough County in Manchester, New Hampshire. It was sufficiently seconded.

Discussion followed.

It was moved and seconded to move the question. On a voice vote the motion passed.

The Chairman requested the Clerk to call the roll. On a vote of 61 to 39 the motion passed.

The Chairman said the question before the delegation is on the amendment for the \$800,000 in the original motion to be raised by bonding. On a voice vote the motion passed.

The Chairman re-read the original motion "to approve the Board of Commissioner's request for \$800,000 for the purpose of hiring an architect to prepare bid ready documents for a new correctional facility to replace the Old House of Correction and the Valley Street Jail, the said \$800,000 to be raised by a supplemental appropriation to be funded from current surplus and if insufficient from county taxes to be imposed in the next fiscal year, amended to read by striking out the last clause and inserting "the said \$800,000 to be raised by the authorization and issuance of county bonds pursuant to RSA 33:10; the delegation to reconvene at the call of the chair within two weeks to give final approval to this request for \$800,000 after conducting the required public hearing" and further amended to include "to authorize the Board of Commissioners to go forward with plans to construct a correctional facility to replace the Old House of Correction and the Valley Street Jail to be built on property owned by Hillsborough County in Manchester, NH". . On a voice vote, the motion passed.

It was moved and seconded that the meeting adjourn. Motion passed.

The meeting adjourned at 10:40 p.m.

Respectfully submitted,
Barbara E. Arnold, Clerk
Hillsborough County Delegation

I hereby certify that this is a true
and correct copy of the minutes.

April 17, 1985

HILLSBOROUGH COUNTY DELEGATION MEETING
Manchester Courthouse
April 10, 1985

MINUTES

Present: See attached roll call.

Chairman Ahrens opened the meeting at 7:40 p.m.

He explained that the motion before the house is to authorize the Hillsborough County Commissioners to expend \$800,000 for the cost of planning relative to the construction of a new correctional facility, including architectural and engineering services and other expenses incidental to such planning, for a new combined correctional facility to replace the Old House of Correction and the Valley Street Jail, to be built on property already owned by Hillsborough County in Manchester, the County Commissioners and County Treasurer being hereby authorized to issue bonds or notes of Hillsborough County at one time or from time to time in an aggregate principal amount not exceeding \$800,000. In accordance with RSA 33:10, a public hearing was held on the proposed authorization to bond and now a vote of 2/3 of the delegation members present and voting is required for approval.

Five minute presentations were made by each member from the two groups. Representatives Marc Chretien, Paul August, Emma Wheeler, Marcel Martin, Judy Reardon and William Varkas spoke in favor of the motion. Representatives Howard Mason, B.P. Smith, Anna Van Loan, Barbara Pressly, Joseph Eaton and Leslie Burns spoke in opposition to the motion.

At the conclusion of the alternating presentations, Rep. Varkas made the above motion as read by Chairman Ahrens. Rep. Murphy requested that the word "only" be removed from the motion. The Chairman explained that the word he was referring to was "owned". Rep. Mason asked if the wording of this motion is consistent with the motion voted on at the delegation meeting last week. Attorney Horan said yes and that he suggested the appropriate wording for the bond issue. Rep. Charron asked if the jail could be built on other property in Manchester. The Chairman re-read the motion, "to be built on property already owned by Hillsborough County in Manchester". The motion was sufficiently seconded.

The Chairman asked the Clerk to call the roll. On a vote of 66 to 24, the motion passed.

It was moved by Rep. Watson and sufficiently seconded that the meeting adjourn. The meeting adjourned at 9:55 p.m.

Respectfully submitted,
Barbara E. Arnold, Clerk
Hillsborough County Delegation

I hereby certify that this is a true and correct copy of the minutes.

April 17, 1985

HILLSBOROUGH COUNTY CONVENTION

Manchester Courthouse

June 26, 1985

MINUTES

Chairman F. Ahrens called the Convention to order at 7:45 p.m. and declared a quorum present. (See attached roll call). He said that since this is a meeting of the full delegation, he welcomed questions and comments from the full delegation but not the general public.

It was moved by Rep. M. Levesque and seconded to accept the report of the Special Investigation Committee, presented June 20, 1985 and that the report be entered at length in the next county annual report.

Rep. R. Hyman questioned the necessity to wait 60 days to pay welfare bills. Mr. Roulx responded we can wait 60 days to pay the bill, unfortunately, the county did not have an appropriation and therefore, could not pay it.

There was no further discussion. On a show of hands, the motion carried.

It was moved by Rep. E. Robinson and seconded to approve the Hillsborough County Board of Commissioner's request for \$1,030,781 for public welfare intermediate nursing care costs to be raised by a supplemental appropriation, said supplemental appropriation to be funded from fiscal year 1985 current surplus and if insufficient, by raising the amount of county taxes to be imposed in fiscal year 1986 or from such other funds that are made available to the county.

Rep. D. Hogan moved to amend the motion that the supplemental budget be reduced by \$500,000 so that the shortfall in the welfare account can be made up on the basis of a two year plan rather than all at once. It was seconded and he spoke to his motion.

Rep. M. Harrington, Chairman of the Deficit Study Committee responded to the amendment. Based on their findings, it is possible to fund it over two years but it is too risky to the county's bond rating.

Rep. J. Burns spoke in favor of the Deficit Study Committee recommendations.

Rep. R. Sallada questioned Rep. Hogan's information.

Rep. R. Durant spoke in favor of Rep. Hogan's amendment.

Rep. H. Mason spoke against the amendment.

Rep. Hogan read a statement from the bond counsel's letter in response to Rep. Sallada's earlier inquiry.

Rep. Durant made a further comment in support of Rep. Hogan's amendment.

Chairman Ahrens asked Rep. Durant if he had any suggestions for raising additional county revenue without increasing the property taxes.

Rep. M. Sullivan asked if there were a possibility of any additional debt.

Rep. B. Prestipino requested clarification on the effect of the supplemental appropriation on the estimated unfunded balance of \$750,000 in the F/Y 86 budget.

Mr. Roulx explained that the \$1,030,781 is in addition to the \$435,000 appropriated in March. The current budget carries a provision of \$750,000 to fund from next year, the unallocated portion of the \$1.4 million.

Rep. M. Raiche spoke in favor of the Deficit Study Committee's recommendations.

On a show of hands, the amendment failed.

The original motion carried on a show of hands.

It was moved by Rep. L. Cronin and seconded to authorize the Hillsborough County Board of Commissioners to accept General Revenue Sharing funds for fiscal year 1986 in the amount of \$497,000 to be used to defray expenses for the Hillsborough County House of Correction and to accept any additional federal or other funds made available to the county, and such funds be expended in accordance with the provisions of the laws governing county expenditures.

Mr. Roulx provided assurance from the Office of General Revenue Sharing that funding can be expected through October 1, 1986.

On a show of hands, the motion carried.

It was moved by Rep. L. Wood that the Hillsborough County Delegation in Convention approve the Hillsborough County budget for fiscal year 1986 as recommended by the Executive Committee in its proposed budget document dated June 17, 1985 in the amount of \$23,337,332 and that an estimated county tax of \$13,995,439 be raised pending the final surplus figures upon closing of the county records for fiscal year 1985.

Chairman Ahrens spoke to the motion. He said that the Subcommittees held 20 meetings and covered all the line items of their particular concern. The Executive committee held 5 meetings, 3 Public Hearings and changed over 100 line items resulting in a reduction of \$500,000 from the Commissioner's proposed budget. The total increase in expenditures over F/Y 1985 is 8%. The total increase in property taxes is 14%. The \$1.7 million increase is attributed to two items, the \$750,000 balance of the unfunded supplemental appropriation to cover increased welfare payments and \$690,000 in anticipated surplus that is not available this year. The floor is open to all questions or discussion of any particular line items, not the bottom line, and any particular motions that anyone wants to make about any line item.

Rep. R. Hyman moved that the entire budget be cut by \$500,000. It was seconded by Rep. M. Harrington. Rep. Hyman listed various line item reductions. Rep. L. Cronin and County Attorney Paul Gagnon addressed his specific concerns.

Chairman Ahrens requested that all motions be in writing. The Chairman declared that he would not accept any motions to cut the bottom line. Specific recommendations on each line item are required in order to be able to vote intelligently on the total budget.

Rep. M. Harrington spoke in favor of Rep. Hyman's amendment and questioned the Chair's requirement to vote on each line item individually.

Rep. L. Burns spoke in support of Rep. Hyman's amendment.

Rep. B. Prestipino asked if the Chair could waive the requirement that motions be made in writing.

Rep. W. Varkas spoke against the amendment.

Rep. J. Clancy criticized the Chairman's parliamentary procedures.

Rep. B. Prestipino questioned the RSA's that require voting the budget by line item.

Assistant County Attorney D. Horan explained the Hillsborough County Budget statutes and budgetary procedures that requires the Delegation to approve an itemized budget.

Rep. W. Varkas spoke against the amendment. The Delegation must tell the Executive Committee where they want the \$500,000 cuts to be made.

The Chairman declared a 5 minute recess.

The Convention reconvened at 8:40 p.m.

The Chairman declared Rep. Hyman's motion out of order. Rep. Hyman withdrew his motion.

Rep. J. Eaton spoke in favor of the Executive Committee's proposed budget.

Rep. J. Sylvia spoke against the Sheriff's budget.

Deputy Anderson explained the Sheriff's proposed revenue budget.

Rep. R. Durant questioned budget transfer authority. Attorney Horan explained the budget process. Rep. Durant asked if he could make a motion to instruct the Executive Committee to reduce the budget by \$500,000. The Chairman declared the motion unacceptable.

Rep. M. Harrington moved to amend the budget by reducing expenditures \$501,800 and the revenue by the same amount from account #4000. The reductions are: remove account #170 from all budgets, remove Special Projects entirely, remove \$67,000 from 4110-010, remove \$3,800 from 4100-010. The motion was seconded. She spoke to her motion.

The Chairman commented on her suggestions. Rep. Harrington reminded the Chairman to relinquish the Chair if he wished to speak.

Rep. W. Boisvert moved the question on the amendment. It was seconded. On a show of hands the motion to terminate debate carried. The amendment was re-read. There was a request for a roll call vote. The motion failed on a roll call of 31-62.

Rep. L. Burns questioned increases in health insurance, the purchase of video tape equipment in the county attorney's office and the increase in the Sheriff's salary. Mr. Roulx, Rep. L. Cronin, County Attorney P. Gagnon and Rep. E. Robinson answered her questions respectfully. Rep. R. Murphy commented on the video equipment.

Rep. R. Hyman moved to cut the budget as follows: page 6, -010 \$67,044 and the succeeding lines affected accordingly, -020,-100,-120,-130; -230 \$5,000, line -290 \$5,000' page 13, -130 \$10,000; page 15, -\$25,000; page 16, -250 \$16,280; page 17, -010 \$15,385 and the succeeding lines affected accordingly; page 25, -250 \$7,441, -551 \$78,078; page 28, -580 \$70,000; page 30, -580 \$76,121; page 43, -010 \$162,640; page 47, -010 \$11,858, -120 \$2,300; page 59, -010 \$7,530 and -120 \$1,000.

There was no second. The Chairman declared the motion failed for a lack of a second.

Rep. R. Dupont moved the original question. it was seconded. On a show of hands, the motion to terminate debate carried. The Chairman asked the Clerk to call the roll. On a roll call vote the original budget motion failed, 42-47.

The Chairman declared a 10 minute recess.

The Convention reconvened at 10:10 p.m.

Rep. N. Bridgewater moved to reconsider the previous question. It was seconded by Rep. Hyman.

The Chairman yielded the chair to Rep. M. Levesque. He said that the total amount of additional expenditures in the proposed budget has a net effect of .8% for Manchester and .9% for Nashua.

Attorney D. Horan read the statute pertaining to a continuing resolution and explained the situation.

Rep. D. Lozeau requested to speak on the continuing resolution to offer an alternative. The Chairman declared it out of order because the motion on the floor is to reconsider.

Rep. A. Wight spoke in favor of reconsideration.

Rep. W. Pellow spoke against the motion.

On a roll call vote, the motion to reconsider failed 39-47.

It was moved by Rep. W. Pellow that the Delegation pass a continuing resolution and further that the Executive Committee be instructed to make at least \$500,000 in line item cuts to the budget and submit a new budget back to the Delegation within 30 days. The motion was seconded. Rep. Pellow further amended the motion that said budget be made available to the Convention seven days prior to voting on the budget. The amendment was seconded.

Rep. B. Smith moved that the budget be returned to the County Commissioners and the individual department heads for recommended reductions.

Attorney Horan explained that no reference is made to the County Commissioners in the budget process after they submit their budget recommendations to the Executive Committee and the Delegation.

The Chairman ruled Rep. Smith's motion out of order.

Attorney Horan provided further clarification of the statute in that the Executive Committee was elected by the Delegation as the budget committee.

Rep. L. Burns asked if the Delegation could direct the Executive Committee to direct the Commissioners and the Chairman responded that the county elected officials don't work for the Executive Committee.

Rep. D. Fields questioned the time frame for calling the convention because if no action is taken prior to September 1, the Commissioner's budget will take effect. The Chairman said the motion calls the convention in 30 days.

Rep. B. Prestipino questioned the Commissioner's responsibility to administer the budget once it is passed by the Delegation. Attorney Horan explained that once the budget is voted, it is administered by various elected officials. Specific amounts are allocated to those departments by line-item by the Delegation.

Rep. A. Wight spoke against the continuing resolution.

Rep. R. Hyman made a parliamentary inquiry. The Chairman declared him out of order because he wasn't speaking to the motion.

Rep. W. Boisvert moved the question. It was seconded. On a voice vote the motion to terminate debate carried. On a voice vote, the amendment passed. The Chairman asked the Clerk to call the roll on the continuing resolution motion as amended. After re-reading the motion, the Clerk called the roll. The motion carried on a vote of 55-31.

It was moved by Rep. Mason and sufficiently seconded to adjourn the Convention. On a voice vote the motion passed.

The Convention adjourned at 10:50 p.m.

Respectfully submitted,
Rep. Barbara E. Arnold, Clerk
Hillsborough County
Executive Committee

HILLSBOROUGH COUNTY LEGISLATIVE DELEGATION DEFICIT STUDY COMMITTEE FINAL REPORT

The members of this committee were elected at the March 28, 1985 meeting of the Hillsborough County Delegation for the purpose of examining 1) whether a budget deficit did indeed exist, 2) if one did, why, and 3) make recommendations as to what should be done about it. The members of the committee are broadly representative of the cities and towns of the delegation: Rep. Marian Harrington, Chair, (Hancock, Greenfield, Peterborough); Rep. Maureen Raiche, (Manchester); Rep. Donnalee Lozeau, (Nashua); Rep. Ellen-Ann Robinson, (Litchfield, Merrimack); Rep. Peter Zis, (Nashua).

Procedure:

Each committee member attempted to talk briefly with one of those people who were potential sources of information in order to get an initial sense of that person's perspective on the deficit issue.

After reviewing the results of those brief interviews, the committee determined that one of the first people to talk with was Business Manager Richard Roulx, who met with the committee on May 6. The history of the deficit and the usual practices of fiscal management followed by the business manager were reviewed. The committee also went over budget transfers, and, upon request, Mr. Roulx provided committee members with copies of the past two auditors' reports, which the committee also studied.

Next, the committee met with County Welfare Director Susan Lafond to review her role and point of view.

On May 20, a public hearing was held, at which the committee solicited testimony from legislators, other public officials, and any members of the public who might wish to attend. The committee was particularly interested in hearing any questions, concerns, and information which it might otherwise miss.

After reviewing testimony from all of the above sources, the committee began identifying broad areas to be addressed in a final report and those areas still in need of investigation.

On June 11, the committee met with the County Commissioners and bond counsel. The next day the committee met with Commissioner Keefe and Business Manager Roulx. We also spoke by phone with Mr. Edward Dlott from the Bank of Boston and Mr. Bill Holmburg and Dorothy Bradbury from the Kidder Peabody Office in New York, who are bond underwriters. An individual at Moody's Rating Service was also consulted by phone.

Throughout the study period various committee members investigated specific details and questions individually and fed their information back to the committee.

Findings:

It has been the practice for the Business Office Manager to encumber money from the county welfare budget to cover the welfare bills for the month of June. These bills were paid in July and August of the next fiscal year, but with funds from the year in which the bills were incurred.

In June, 1983, \$390,629 were encumbered for that purpose. However, the June bill totalled \$616,414, leaving a deficit of \$225,785. A decision was made by county officials in late 1983 that with luck that deficit might be made up within the next fiscal year without a supplemental appropriation. In any event, to our knowledge, the existence of this deficit was not pointed out to the delegation.

IN FY 84 a similar procedure was followed, but with the May bill included as well as June's. This time \$340,333 had been encumbered for the year-end FY welfare bills, but the May bill was \$393,510 and the June bill was \$699,821 for a total of \$1,093,331 and a deficit of \$752,998. This deficit was not brought to the attention of the commissioners until August or September, nor to the Delegation until February. At the end of FY 84, \$690,820 was "turned back" to the cities and towns and used to off-set the amount of taxes necessary to be raised for the ensuing year. Of this, \$366,417 was unanticipated (and therefore unappropriated) revenue from sources included in the budget; \$109,718 was unanticipated revenue from unanticipated sources. Both are required by law to be returned to the municipalities. Surprisingly, however, the remaining \$214,685 of unexpended surplus in accounts was also returned, rather than being used to off-set the anticipated deficit. Nor was a supplemental appropriation requested. If at this point a supplemental appropriation had been recommended and approved, the FY 84 books would not have closed in the red. This course was followed despite the pending deficit and without the knowledge of the county delegation. The money to pay FY 84 May and June bills was drawn from the FY 85 budget. As we all know, however, the trend in welfare bills, especially in intermediate nursing care and in juvenile placements, has increased dramatically over the past two years.

Consequently, as we approach the end of FY 85, the County Delegation faces a deficit. As of May 2, 1985, all of the funds for welfare had been expended. The bill for May is \$426,520, and the June bill is predicted to be \$729,999.

This creates an auditing problem, since auditors consider debt due and payable in the year in which they're incurred, not the one in which the debt was paid. However, according to RSA 167:18 (A) and (B), and the Department of Revenue Administration, bills are payable in 60 days; therefore there is no problem with paying the May and June bills in July and August. The current session's Senate Bill 1 may change this to 30 days, but SB 1 will not take effect until January 1986, and thus, will not affect the current fiscal year.

Considering that there was a deficit in 1984, bond counsel, William Craig, advises that an additional deficit for FY 85 would constitute a red flag to bond rate-setters. He also advised that disagreement between county commissioners and the delegation as to how to handle a deficit would constitute an additional danger signal to them.

Recommendations:

1. We recommend that the entire deficit of \$1,030,781 be appropriated in FY 85 through a supplemental appropriation. The total amount must be appropriated in order to balance the budget. There is approximately \$673,000 in unanticipated revenue in the FY 85 budget which will be used to off-set the amount necessary to be raised by taxes. However, the delegation has already approved a supplemental appropriation of \$413,000 which leaves \$260,000 to off-set the \$1,030,781. This means that \$770,781 will have to be raised by taxes. With bonding for the jail coming up and the inability of the bond underwriters and raters to assure us that another year with a deficit will not affect our bond rating, the committee is unwilling to recommend taking a risk with public money. It is our opinion, after weighing all the evidence, that the potential damage to the county bond rating precludes spreading the appropriation over 2 years.

We considered the alternative of distributing this cost over two years. Had we recommended this alternative the delegation would need a supplemental appropriation this year of \$515,391; \$255,391 of that would need to be raised by taxes. In addition, next year an additional \$515,391 would need to be raised in a supplemental appropriation to cover the second half of the deficit. This could have spread the tax burden, but there was a risk that the county bond rating would be affected, and the committee does not recommend doing this, because, to quote the letter from Mr. Dlott of the Bank of Boston: "We cannot say with any degree of certainty whether and when continuation of the current deficit would lead to a lowering of the County's bond rating. The effect on the county's bond rating depends on a variety of credit factors which we have not had the opportunity to evaluate. We can say, however, that deficits are a negative credit factor and the fact that the deficit is increasing will increase the vulnerability of the County's current rating."

2. The Executive Committee of the Delegation should require that the quarterly financial statement project each line item to the end of the fiscal year. Such a report would highlight anticipated surpluses and deficits (indicated by parentheses) in each account and show the projected year-end balance. This procedure would also assist the Executive Committee in more accurately determining whether transfers between accounts should be approved. The entire Executive Committee as a group should meet with the business manager to review such quarterly reports so that each member may acquire a sense of the state of the budget.
3. Prior to any transfers, department heads should be notified if the intent is to recommend a transfer from their budget accounts.

4. The Hillsborough County Delegation should consider adopting the practice followed in some other counties of assigning each member of the delegation to a budget sub-committee. The use of first and second choices and a limit on the size of each sub-committee would, in combination, serve to distribute the membership according to interests and yet keep subcommittee size reasonable. It is recognized that not all members would participate fully, but the size of both our Executive Committee and our delegation would insure enough fully-participating members on each subcommittee to get the necessary work done. Such a practice would result in a greatly increased percentage of the delegation being familiar with at least a portion of the budget and general issue concerning its development.
5. A brief, explanatory hand-out should be developed and distributed to all county legislators and other interested persons. It should consist of no more than a couple of pages, and it should detail the budget development process and the over-sight role of the delegation via its Executive Committee.

Respectfully submitted,

Rep. Marian R. Harrington, Chair
Rep. Donnalee Lozeau
Rep. Maureen E. Raiche
Rep. Ellen-Ann Robinson
Rep. Peter J. Zis

ANNUAL REPORT F/Y 1985
HILLSBOROUGH COUNTY BOARD OF COMMISSIONERS

The Chairman of the Board is extremely pleased that after so many years, the new Correctional facility is well underway. Thanks to the many Representatives, employees and citizens that served on the committee, a schematic design for the facility has been produced by the Grad Partnership (our architects) at a cost of \$29,850,000.

Due to the contract agreement the Commissioners are requesting the County Delegation for authority to issue bonds in the above amount. The majority of the Board (Commissioner Keefe and myself) are not in favor of spending this amount and with all due respect to the architects, we want to design a facility at a much lesser cost. We still want to adhere to the committee's philosophy, methodology and our mission statement.

With the implementation of SB1, effective January 1, 1986, all direct welfare is now at the town and city level. The juvenile costs are now charged to the County at 25% and the balance paid by the State of New Hampshire. An agreement with the state is currently being drafted as to the other responsibilities we will share.

The State Unified Court system is now in effect and it is expected that Hillsborough County will save some \$1,000,000 a year. This amount was the last year's operating expenses that we paid for Superior Court. We are also negotiating a lease with the Courts for their use of our buildings which should bring in an additional \$300,000 more per year in revenue.

Our many thanks go to our representatives and dedicated employees for their help and assistance during the year. Without their assistance, our positions would be most difficult. Fiscal year 1985 has also seen the implementation of a new County Personnel Department, along with a new Personnel Policies and Procedures Manual. I think this will allow a most efficient and positive improvement in Personnel relations.

Edward J. Lobacki, Chairman
Board of County Commissioners

Robert F. Keefe
County Commissioner District #1

ANNUAL REPORT F/Y 1985
MINORITY REPORT — COMMISSIONERS

Hillsborough County has procrastinated enough!

A new proposed jail, which has been contemplated since the dedication of the Hillsborough County Nursing Home on 30 April 1977 (9 years ago), still has not come to fruition. After more than a year of concentrated effort and expense by a well-balanced, hand picked group of responsible people, a proposed jail has been completed through the schematic phase, with a current cost of over \$220,000.

At an early Facilities Committee meeting of July 19, 1985, it was ascertained the requirements of the combined jail and house of correction would have to change from our original figure of 210 beds to a minimum of 360 beds.

A Mission Statement was accepted by all the committees. The purpose of this document was to set forth the philosophy of Hillsborough County in the development and formulation of a combined detention facility for pre-trial and post-trial inmates. This accomplished, the work began.

After countless hours and great effort expended by all the people directly involved, a design has been produced that can offer to serve our needs (which has gone from approximately 250 inmates in July of 1985 to over 300 inmates at April of 1986).

On February 20, 1986, Commissioner Lobacki requested of Representative Ahrens that a public hearing and delegation meeting be scheduled to consider the following:

“The Board of County Commissioners of Hillsborough County by majority vote at their regularly scheduled meeting on February 19, 1986 request authority to issued bonds not exceeding \$29,850,000 to build a new correctional facility in Manchester as proposed in the preliminary design report of Grad Partnership dated January 27, 1986.”

The breakdown of the above figure is as follows:

Cost of Construction	—	\$24,500,000
Contingency (10%)		2,450,000
Fees		1,700,000
Furnishings & Equipment		1,200,000
TOTAL PROJECT COST		<u><u>\$29,850,000</u></u>

It is important to note that due to this type of design our building costs will be a little higher but direct supervision can be effected with an estimated **cost saving** on staffing, at an anticipated amount of \$44,000,000 plus, over a twenty year period.

Court cases now pending have been delayed to July 1, 1986 with no further continuances allowed after that date if the delegation has not voted in the affirmative to go ahead with the jail construction.

Also, after 1 September 1986, the Tax Reform Act will be in effect which will no longer permit local governments to invest bond funds to gain investment earnings. If we receive bond funds to gain investment earnings prior to this date we stand not only to pay a low percentage rate on borrowed funds, but stand to gain additional revenue from investment of bond funds.

Therefore, from a realistic and responsible viewpoint, I would hope that good judgement will prevail and the vote will be made to approve the costs to build the new correctional facility.

Respectfully submitted,
Alice B. Record, Clerk
Hillsborough County
Board of Commissioners

COUNTY OF HILLSBOROUGH,

NEW HAMPSHIRE

General Purpose Financial

Statements for the

Fiscal Year Ended

June 30, 1985

Together with Auditors' Report

COUNTY OF HILLSBOROUGH, NEW HAMPSHIRE

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Board of County Commissioners
County of Hillsborough, New Hampshire

We have examined the combined financial statements of the County of Hillsborough, New Hampshire, as of and for the year ended June 30, 1985, as listed in the table of contents. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In our opinion, the combined financial statements referred to above present fairly the financial position of the County of Hillsborough, New Hampshire, at June 30, 1985, and the results of its operations and the changes in financial position of its proprietary fund type for the year then ended, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year after giving retroactive effect to the change, with which we concur, in the method of reporting accrued sick and vacation leave as described in Note 1G to the financial statements.

David L. Connors & Co., P.C.

October 8, 1985

EXHIBIT 1

COUNTY OF HILLSBOROUGH, NEW HAMPSHIRE
COMBINED BALANCE SHEET — ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 1985

	Governmental Fund Types		Proprietary Fund Type		Fiduciary Fund Type		Account General Fixed Assets	Groups General Long-Term Debt	Totals (Memorandum Only)
	General	Special Revenue	Enterprise	Agency					
ASSETS									
Cash	\$ 2,628,990	\$ -	\$ 7,200	\$ 147,969	\$ -	\$ -	\$ -	\$ -	\$ 2,784,159
Temporary investments (restricted)	1,090,577	-	-	-	-	-	-	-	1,090,577
Accounts receivable	221,186	-	467,153	-	-	-	-	-	688,339
Taxes receivable	1,465,781	-	-	-	-	-	-	-	1,465,781
Due from other funds	468,100	-	-	49,013	-	-	-	-	517,113
Due from other governments	122,898	-	-	-	-	-	-	-	122,898
Inventory of supplies, at cost	-	-	61,379	-	-	-	-	-	61,379
Property, plant and equipment (net of accumulated depreciation)	-	-	4,401,446	-	6,132,467	-	-	-	10,533,913
Amount to be provided for retirement of long-term debt	-	-	-	-	-	-	-	340,000	340,000
Amount to be provided for retirement of accrued vacation and sick leave	-	-	-	-	-	-	-	180,794	180,794
TOTAL ASSETS	\$ 5,997,532	\$ -	\$ 4,937,178	\$ 196,982	\$ 6,132,467	\$ 520,794	\$ 17,784,953		

LIABILITIES AND FUND EQUITY

Liabilities:									
Accounts payable and Accrued Expenses	\$ 4,388,992	\$ -	\$ 44,177	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,433,169
Accrual for disputed claims	1,091,501	-	508,337	-	-	-	-	-	1,091,501
Accrued expenses	-	4,492	430,176	-	-	-	-	-	689,131
Due to other funds	49,013	-	-	48,928	-	-	-	-	483,681
Due to other governments	-	-	-	148,054	-	-	-	-	48,928
Due to specific individuals	(1,505)	-	-	-	-	-	-	-	146,549
Bonds payable	-	-	2,940,000	-	-	-	340,000	-	3,280,000
TOTAL LIABILITIES	<u>5,528,001</u>	<u>4,492</u>	<u>3,922,690</u>	<u>196,982</u>			<u>520,794</u>		<u>10,172,959</u>
Fund equity:									
Contributed capital: county	-	-	560,658	-	-	-	-	-	560,658
Investment in general fixed assets	-	-	-	-	-	-	-	-	6,132,467
Retained earnings	-	-	453,830	-	-	-	-	-	453,830
Fund balance:									
Unreserved:									
Undesignated	469,531	(4,492)	-	-	-	-	-	-	465,039
TOTAL FUND EQUITY	<u>469,531</u>	<u>(4,492)</u>	<u>1,014,488</u>				<u>6,132,467</u>		<u>7,611,994</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 5,997,532</u>		<u>\$ 4,937,178</u>	<u>\$ 196,982</u>			<u>\$ 6,132,467</u>	<u>\$ 520,794</u>	<u>\$ 17,784,953</u>

The accompanying notes are an integral part of this combined balance sheet.

EXHIBIT 2

COUNTY OF HILLSBOROUGH, NEW HAMPSHIRE
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
ALL GOVERNMENTAL FUND TYPES
FOR THE FISCAL YEAR ENDED JUNE 30, 1985

	Governmental Fund Types		Totals
	General	Special Revenue	(Memorandum Only)
REVENUES:			
Taxes	\$13,691,426	\$ -	\$13,691,426
Fines and fees	313,362	- -	313,362
Charges for services	1,294,342	- -	1,294,342
Intergovernmental	571,030	(9,401)	561,629
Miscellaneous	738,536	- -	738,536
TOTAL REVENUES	<u>16,608,696</u>	<u>(9,401)</u>	<u>16,599,295</u>
EXPENDITURES:			
Current:			
General government	2,831,703	- -	2,831,703
Public safety	3,917,689	(21,004)	3,896,685
Health and welfare	7,887,327	37	7,887,364
Education	42,450	- -	42,450
Capital outlay	234,683	- -	234,683
Debt service:			
Interest	139,413	- -	139,413
Principal	155,000	- -	155,000
TOTAL EXPENDITURES	<u>\$15,208,265</u>	<u>\$(20,967)</u>	<u>\$15,187,298</u>
Excess (deficiency) of revenues over expenditures	1,400,431	11,566	1,411,997
OTHER FINANCING SOURCES (USES):			
Operating transfers out	(923,077)	- -	(923,077)
Estimated budgetary revenue	(70,000)	- -	(70,000)
TOTAL OTHER FINANCING SOURCES (USES)	<u>(993,077)</u>	<u>- -</u>	<u>(993,077)</u>
Excess (deficiency) of revenues and other financing sources over expenditures and other uses	407,354	11,566	418,920
Fund balance — beginning of year	62,177	(16,058)	46,119
Fund balance — End of Year	<u>\$ 469,531</u>	<u>\$ (4,492)</u>	<u>\$ 465,039</u>

The accompanying notes are an integral part of this statement.

EXHIBIT 3

**COUNTY OF HILLSBOROUGH, NEW HAMPSHIRE
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL – GENERAL AND SPECIAL REVENUE FUND TYPES
FOR THE FISCAL YEAR ENDED JUNE 30, 1985**

	General Fund						Special Revenue Funds						Totals (Memorandum Only)	
	Budget	Actual	Actual Over/(Under) Budget		Budget	Actual	Actual Over/(Under) Budget		Budget	Actual	(Over/Under) Budget			
			Over	(Under)			Over	(Under)			Over	(Under)		
REVENUES:														
Taxes	\$13,691,426	\$13,691,426	\$	-	\$	-	\$	-	\$	\$13,691,426	\$13,691,426	\$	-	
Fines and fees	300,000	313,362	13,362	-	-	-	-	-	-	300,000	313,362	13,362		
Charges for services	1,019,000	1,294,342	275,342	-	-	-	-	-	-	1,019,000	1,294,342	275,342		
Intergovernmental	542,000	571,030	29,030	-	71,049	(9,401)	(80,450)	(80,450)	613,049	613,049	561,629	(51,420)		
Miscellaneous	465,375	738,536	273,161	-	-	-	-	-	465,375	465,375	738,536	273,161		
TOTAL REVENUES	16,017,801	16,608,696	590,895	-	71,049	(9,401)	(80,450)	(80,450)	16,088,850	16,088,850	16,599,295	510,445		
EXPENDITURES:														
Current:														
General government	2,574,750	2,831,703	256,953	-	-	-	-	-	-	2,574,750	2,831,703	256,953		
Public safety	3,943,491	3,917,689	(25,802)	71,050	(21,004)	(92,054)	4,014,541	4,014,541	3,896,685					
Health and welfare	8,515,215	7,887,327	(627,888)	(1)	37	38	8,515,214	8,515,214	7,887,364	(117,856)				
Education	42,450	42,450	-	-	-	-	42,450	42,450	42,450					
Capital outlay	771,661	234,683	(536,978)	-	-	-	771,661	771,661	234,683	(536,978)				
Debt service:														

Interest	147,000	139,413	(7,587)	-	-	-	147,000	139,413	(7,587)
Principal	155,000	155,000	-	-	-	-	155,000	155,000	-
TOTAL EXPENDITURES	16,149,567	15,208,265	(941,302)	71,049	(20,967)	(92,016)	16,220,616	15,187,298	(1,033,318)
Excess (deficiency) of revenues over expenditures	(131,766)	1,400,431	1,532,197	-	11,566	11,566	(131,766)	1,411,997	1,543,763
OTHER FINANCING SOURCES (USES):									
Operating transfers out	(846,250)	(923,077)	(76,827)	-	-	-	(846,250)	(923,007)	(76,827)
Estimated budgetary revenue	(70,000)	(70,000)	-	-	-	-	(70,000)	(70,000)	-
TOTAL OTHER FINANCING SOURCES (USES)	(916,250)	(993,077)	(76,827)	-	-	-	(916,250)	(993,077)	(76,827)
Excess (deficiency) of revenues and other sources over expenditures and other uses	* (1,048,016)	407,354	1,455,370	-	11,566	11,566	(1,048,016)	418,920	1,466,936
Fund balance — beginning of year	(607,662)	62,177	669,839	-	(16,058)	(16,058)	(607,662)	46,119	653,781
Fund balance — end of year	\$ (1,655,678)	\$ 469,531	\$ 2,125,209	\$ -	\$ (4,492)	\$ (4,492)	\$ (1,655,678)	\$ 465,039	\$ 2,120,717
* \$ 544,149 was appropriated to reduce the amount to be raised by taxation for the fiscal year ended June 30, 1985 503,867 was used for encumbrances outstanding at June 30, 1984	\$1,048,016	Total							

The accompanying notes are an integral part of this statement.

EXHIBIT 4**COUNTY OF HILLSBOROUGH, NEW HAMPSHIRE
STATEMENT OF REVENUES, EXPENSES AND CHANGES
IN RETAINED EARNINGS
PROPRIETARY (ENTERPRISE) FUND —
HILLSBOROUGH COUNTY NURSING HOME
FOR THE FISCAL YEAR ENDED JUNE 30, 1985****Operating Revenues:**

Charges for services	\$ 6,131,977
Miscellaneous	17,178
Total Operating Revenues	<u>6,149,155</u>

Operating Expenses:

Personal services	4,218,032
Contractual services	57,465
Supplies and office expenses	115,890
Heat, light and power	221,452
Depreciation	296,616
Payroll and other taxes	385,776
Food and medicine	527,763
Maintenance and repairs	36,806
Employee benefits	852,987
Telephone	21,573
Travel and vehicle	11,711
Total Operating Expenses	<u>6,746,071</u>

Operating loss (596,916)

Non-Operating Expense

Interest	<u>146,160</u>
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Loss before operating transfers (743,076)

Other Financing Sources:

Operating transfers in	919,098
Capital outlay	22,410

Net income 198,432

Retained earnings - beginning of year
as previously reported 255,398

Restatements —

As restated 255,398

Retained earnings - end of year **\$ 453,830**

The accompanying notes are an integral part of this statement.

EXHIBIT 5**COUNTY OF HILLSBOROUGH, NEW HAMPSHIRE
STATEMENT OF CHANGES IN FINANCIAL POSITION
PROPRIETARY (ENTERPRISE) FUND —
HILLSBOROUGH COUNTY NURSING HOME
FOR THE FISCAL YEAR ENDED JUNE 30, 1985****Sources of Working Capital**

From operations:

Net income	\$ 198,432
Add depreciation - item not requiring working capital	296,616
Working capital provided from operations	<u>495,048</u>
Total Sources of Working Capital	<u>495,048</u>

Uses of Working Capital

Acquisition of property, plant and equipment	72,674
Retirement of bonds	420,000
Total Uses of Working Capital	<u>492,674</u>
NET INCREASE IN WORKING CAPITAL	<u>\$ 2,374</u>

Increase (Decrease) in Current Assets

Accounts receivable	\$ (219,599)
Inventory of supplies	5,490
Net (Decrease) in Current Assets	<u>(214,109)</u>

Increase (Decrease) in Current Liabilities

Accounts payable	\$ (13,911)
Accrued expenses	3,116
Due to other funds	<u>(205,688)</u>
Net (Decrease) in Current Liabilities	<u>(216,483)</u>

NET INCREASE IN WORKING CAPITAL	<u>\$ 2,374</u>
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The accompanying notes are an integral part of this statement.

**COUNTY OF HILLSBOROUGH, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1985**

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the County of Hillsborough, New Hampshire, conform to generally accepted accounting principles as applicable to governmental units.

The following is a summary of the more significant policies:

A. Basis of Presentation

The accounts of the County are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equities, revenues, and expenditures, or expenses as appropriate. The various funds are grouped by type in the financial statements. The following fund types and account groups are used by the County:

GOVERNMENTAL FUNDS

General Fund - The General Fund is the general operating fund of the County. All general tax revenues and other receipts that are not allocated by law or contractual agreement to another fund are accounted for in this fund. From the fund are paid the general operating expenditures, the fixed charges, and the capital improvement costs that are not paid through other funds.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative actions.

PROPRIETARY FUNDS

Enterprise Fund - The Enterprise Fund, Hillsborough County Nursing Home, is used to account for operations (a) that are financed and operated in a manner similar to private business enterprises — where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

FIDUCIARY FUNDS

Agency Funds — Agency Funds are used to account for assets held by the County as an agent for individuals, private organizations, other governments and/or other funds. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

ACCOUNT GROUPS

The accounting and reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus. All governmental funds are accounted for on a spending or "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

General Fixed Assets Account Group - Fixed assets used in Governmental Fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. Assets purchased are recorded as expenditures in the governmental funds and capitalized at cost in the General Fixed Assets Account Group. No depreciation has been provided on general fixed assets.

General Long-Term Debt Account Group - Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group, not in the governmental funds.

The two account groups are not "funds". They are concerned only with the measurement of financial position. They are not involved with measurement of results of operations.

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as Governmental Fund type expenditures or fund liabilities. They are instead reported as liabilities in the General Long-Term Debt Account Group.

The Proprietary Funds are accounted for on a cost of services or "capital maintenance" measurement focus. This means that all assets and all liabilities (whether current or noncurrent) associated with their activity are included on their balance sheets. Their reported fund equity (net total assets) is segregated into contributed capital and retained earnings components. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in net total assets.

B. Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All Governmental Funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. However an exception to this general rule is that principal and interest on general long-term debt is recognized when due.

All Proprietary Funds are accounted for using the accrual basis of accounting. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred.

C. Budgets and Budgetary Accounting

The County observes the following procedures in establishing the budgetary data reflected in the financial statements:

1. The County commissioners shall deliver or mail to each member of the County convention, the chairman of the board of selectmen in each town and the mayor of each city within the county and to the secretary of state prior to the fifteenth day of August a statement of the condition of the county treasury depicting expenditures and income on the preceding June thirtieth.
2. Not later than March 31 of each year, each department head shall mail or deliver to the county commissioners their itemized recommendations of the sums necessary to operate their department for the next year.
3. The county commissioners shall mail or deliver to the executive committee of the county convention and each other member of the county convention and to the chairman of the board of selectmen in each town and the mayor of each city within the county and to the secretary of state prior to May 10 annually, their itemized recommendations of the sums necessary to be raised by the county for the year next ensuing. They shall state in detail the objects for which the money is required and the sources of revenue to fund such recommendations. They shall also provide a statement of actual income and expenditures for at least 9 months of the preceding fiscal year. The county commissioners shall conduct a public hearing on such itemized recommendations prior to said May 10 submission date.

4. The county convention shall not vote appropriations for the ensuing budget period until 28 days have elapsed from the mailing of the recommendations specified in 3. All monies to be appropriated by the county must be stipulated in the budget on a "gross" basis, showing revenues from all sources, including gifts, grants, bequests and bond issues, as off-setting revenues to appropriations affected. The executive committee shall conduct at least one public hearing on the budget recommendations submitted by the commissioners and said executive committee shall also conduct at least one public hearing on the budget in the form in which it is to be submitted to the county convention.
5. Any request to transfer funds must be made in writing by a department head to the county commissioners who, if they approve same, shall report in writing their recommendation to the executive committee. The executive committee by majority vote may approve such transfer of funds in whole or in part.
6. The county convention shall adopt its annual budget not later than September first. If the county convention fails to adopt its annual budget by June 30 then said convention is authorized to enact a continuing operating resolution which authorized the county officials to make expenditures at the same level as the previous year's authorized operating budget, exclusive of capital items. If the county convention does not adopt its annual budget by September first, the budget as proposed by the county commissioners shall take effect.
7. Upon written recommendation of the county commissioners and upon mailing or delivering such recommendations to the persons specified in 3, the county delegation may vote a supplemental appropriation after the adoption of the annual county budget. The funding for such supplemental appropriation shall be made, after a public hearing, held for the purpose, by the executive committee and with the approval of the county convention, by the following methods, singularly or in combination as determined by the county convention:
 - (a) from available current surplus;
 - (b) by raising the amount from county taxes to be imposed in the next fiscal year;
 - (c) from such other funds that are made available to the county.
8. The final form of the annual county budget and the final form of all supplemental county appropriations shall be filed with the secretary of state, the county treasurer, the chairman of the board of selectmen in each town or the mayor of each city within the county and the commissioner of revenue administration not later than 30 days after the adoption of the annual budget or supplemental appropriation and shall be signed by the chairman and clerk of the county convention.
9. Formal budgetary integration is employed as a management control device during the year for the General Fund, Special Revenue Funds and Enterprise Fund.

10. Budgets for the General and Special Revenue Funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgets for Enterprise Fund are adopted on a basis which is not consistent with GAAP. The budget for the Enterprise Fund is prepared on a spending measurement focus using the modified accrual basis of accounting while the Enterprise Fund is reported on a cost of services measurement focus using accrual basis of accounting.
11. The County legally adopted budget was for \$21,172,841 appropriations (all funds). There were encumbrances at June 30, 1985, of \$1,697,775 added to the appropriations that were not budgeted for the fiscal year ended June 30, 1986.

D. Interfund Receivables

Interfund loan receivables reported in the "due from" asset accounts, are considered available spendable resources.

E. Inventories

Inventories are priced at lower of cost or market on the first-in, first-out basis. Inventories are recognized only by the Enterprise Fund (Hillsborough County Nursing Home). Inventories consist of supplies.

F. Property, Plant and Equipment

Property, plant and equipment owned by the (Enterprise) fund - Hillsborough County Nursing Home is stated at cost. Depreciation has been provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

Buildings	40 Years
Sewage plant	5-23 Years
Building improvements	10-40 Years
Land improvements	10-30 Years
Furniture and equipment	3-20 Years
Vehicles	4 Years

G. Compensated Absences

The general fund does not accrue accumulated unpaid vacation and sick leave because the county plans to pay these costs from future resources. Accordingly, the accrued sick pay at June 30, 1985, for the general fund was added to the General Long-Term Debt account group in accordance with National Council on Governmental Accounting (NCGA) Statement 4, "Accounting and Financial Reporting Principles For Claims and Judgments and Compensated Absences."

The Enterprise Fund, in accordance with NCGA Statement 4, accrued unpaid vacation and sick pay at June 30, 1985. In prior years these amounts were not accrued but expensed as paid.

The county accrues vacation based on the anniversary date of the employee. Vacation leave is granted in varying amounts and may be taken up to the employees next employment anniversary date or be forfeited.

The county accrues sick leave at the rate of one and one third (1½) days per month per employee. All unused sick leave incurred and unused at December 31 of each year is paid in January of the following calendar year.

Summarized below are the accrued vacation and sick leave liabilities at June 30, 1985:

	Vacation	Sick Leave	Total
General long-term debt account group for general fund	\$ 88,162	\$ 92,632	\$180,794
Proprietary (Enterprise) Fund - Hillsborough County			
Nursing Home	143,172	173,789	316,961
Totals	<u>\$231,334</u>	<u>\$266,421</u>	<u>\$497,755</u>

H. Fund Balance Designated for Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation in the General Fund is employed as an extension of formal budgetary integration. Encumbrances outstanding at year end are reported as reservations of fund balances since they do not constitute expenditures or liabilities. The encumbrances in the General Fund at June 30, 1985, amounted to \$976,848.

I. Revenues

Property tax revenue and other major county revenue sources are susceptible to accrual under the modified accrual basis of accounting.

Property tax revenues are collected by the towns and cities in the county district and are turned over to the county on an annual basis.

J. Total Columns (Memorandum Only) on Combined Statements

Total columns on the Combined Statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

2. RESTRICTED TEMPORARY INVESTMENTS

Temporary investments of \$1,090,577 in the General Fund are restricted by the county for welfare medical surcharges currently in litigation (see note 8). The temporary investments are recorded at cost, which approximates market value.

3. INDIVIDUAL FUND INTERFUND RECEIVABLES AND PAYABLES

The balances at June 30, 1985 were:

Fund	Interfund Receivable	Interfund Payable
General fund	\$ 468,100	\$ 49,013
Special revenue fund	-	37,924
Enterprise fund:		
Hillsborough County Nursing Home	-	430,176
Agency funds	49,013	-
Totals	\$ 517,113	\$ 517,113

4. DUE FROM OTHER GOVERNMENTS

The amount due from other governments represents an entitlement due from the Office of Revenue Sharing.

5. FIXED ASSETS

The following is a summary of changes in general fixed assets:

	Balance Beginning of Year	Additions	Retirements	Balance End of Year
Buildings and improvements	\$4,389,425	\$ 114,558	\$ -	\$4,503,983
Land improvements	80,598	-	-	80,598
Furniture and equipment	1,433,847	151,926	162,017	1,423,756
Vehicles	127,930	-	3,800	124,130
Totals	\$6,031,800	\$ 266,484	\$ 165,817	\$6,132,467

The following is a summary of Enterprise Fund property, plant and equipment:

			Net Depreciated Value
	Cost	Accumulated Depreciation	
Buildings	\$2,328,107	\$ 494,723	\$1,833,384
Sewage plant	32,900	18,597	14,303
Building			
improvements	3,033,658	1,097,647	1,936,011
Land improvements	508,359	274,566	233,793
Furniture and equipment	970,827	587,766	383,061
Vehicles	52,768	51,875	893
Totals	\$6,926,619	\$2,525,174	\$4,401,445

6. PENSION FUND

The County provides for pension benefits to substantially all employees through a contributory retirement system under New Hampshire law. The law prescribes the formula for computing retirement allowances and presently does not permit advance funding of pension liabilities. Retirement allowances are paid by County funding and employee contributions, based on age and date of entry. Employee contributions constitute an annuity savings fund from which a portion of the retirement allowances are paid. Pension expense for the fiscal year ended June 30, 1985 totaled \$159,769 determined on an actuarial basis. Hillsborough County's portion of the unfunded accrued liability, and the excess of vested benefits over plan assets at the actuarial valuation date, is not available for inclusion in this report. Such amount, however, does not represent a current demand upon the county's resources as such vested benefits in the long-term course of the plan operation are anticipated to be disbursed over future years as retirement benefits to members. The value of vested benefits of the employees has not been determined.

7. LONG-TERM DEBT

The following is a summary of bond transactions of the County for the fiscal year ended June 30, 1985:

	General Obligation Notes and Bonds Issued	General Obligation Notes and Bonds Retired	Balance End of Year
General Obligation Bonds Payable			
Public Improvement Bonds:			
Court house building	\$ 425,000	\$ 85,000	\$ 340,000
House of correction building	70,000	70,000	-
Total General Fund	\$ 495,000	\$ 155,000	\$ 340,000
Public Improvement Bonds:			
Nursing home	\$3,360,000	\$ 420,000	\$2,940,000
Total Enterprise Fund	\$3,360,000	\$ 420,000	\$2,940,000
Total General Obligation Bonds	\$3,855,000	\$ 575,000	\$3,280,000
Bonds payable at June 30, 1985 are comprised of the following individual issues:			
General Obligation Bonds:			
4.8% Nursing Home Bonds dated October 1, 1976 and issued December 7, 1976, with \$420,000 payable each year for 15 years. Interest is payable April 1 and October 1			\$2,940,000
4.3% Courthouse Bonds, issued September 1, 1968, with \$85,000 payable each year for 20 years. Interest is payable March 1 and September 1			340,000
Total Bonds Payable			\$3,280,000

The debt service requirements of the County's outstanding bonds at June 30, 1985 are as follows:

Year	Principal	Interest	Total
June 30, 1986	\$ 505,000	\$ 143,832	\$ 648,832
June 30, 1987	505,000	120,018	625,018
June 30, 1988	505,000	96,202	601,202
June 30, 1989	505,000	72,388	577,388
June 30, 1990	420,000	50,400	470,400
Subtotals	2,440,000	482,840	2,922,840
June 30, 1991-1992	840,000	30,340	870,340
Totals	<u>\$3,280,000</u>	<u>\$ 513,180</u>	<u>\$3,793,180</u>

Interest expense for the fiscal year on the above bonds was \$21,610 and \$146,160 for the General Fund and Enterprise Fund, respectively.

8. CONTINGENCIES

Hillsborough County is the defendant in the case of **David Place v. James O'Flynn and Hillsborough County** filed in New Hampshire's Federal District Court on November 1, 1984 and assigned a docket number of 84-705-D. In that case former Deputy Sheriff, David Place is seeking reimbursement as a Deputy Sheriff as well as back pay plus \$100,000 for mental pain and suffering and damage to his professional career and reputation plus attorney's fees. Hillsborough County's three insurance carriers have all reserved questions as to their liability for all of the plaintiff's claims and each company has disclaimed responsibility for certain aspects of the total claim.

In the Assistant County Attorney's opinion, Hillsborough County did not sanction the coercive campaign techniques of James O'Flynn and that to the removal of James O'Flynn from his office as Sheriff for precisely the same improper activities as alleged by David Place. Hillsborough County is not defending James O'Flynn and any judgement against him will have to be paid by Hillsborough County. The Assistant County Attorney is confident that Hillsborough County will not lose this law suit and that they will not have to pay David Place any taxpayer money.

Hillsborough County has a petition for declaratory judgment entitled **Robert Keefe, et. al. v. Edgar J. Helms, et. al.** (#E-83-232) pending in the Hillsborough County Superior Court. This petition remains unresolved by the Court. In this petition, Hillsborough County questions the legality of the state's assessment of "medical surcharges" by the Division of Welfare for every OAA and APTD case chargeable by the state to Hillsborough County for the period from January 1, 1980 through June 30, 1983. In the Assistant County Attorney's opinion, there is a better than 50-50 chance that this litigation will be resolved in the county's

favor, but he does not expect a prompt resolution of this litigation. The "medical surcharge" escrow account totaling \$1,090,577 as of June 30, 1985, shown as "Temporary investments (restricted)" in the accompanying combined balance sheet, would become available for general use if the county prevails in this litigation. An accrual in the same amount is included in the accompanying combined balance sheet.

The county participates in a number of federally-assisted grant programs, principal of which are the Federal Revenue Sharing and Department of Health and Human Services, Medicaid (Title XIX). These programs are subject to program compliance audits by the grantors or their representatives. The audits of these programs for or including the year ended June 30, 1985, have not yet been conducted. Accordingly, the County's compliance with applicable grant requirements will be established at some future date. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the County expects such amounts, if any, to be immaterial.

1984-85 REPORT OF THE HILLSBOROUGH COUNTY COOPERATIVE EXTENSION SERVICE

The Hillsborough County Extension Service serves all the residents of Hillsborough County in the areas of Agriculture, Forestry, 4-H Youth Development, Home Economics and Low-income nutrition programs. Offices are located in Milford and Goffs Falls and are staffed by 12 professionals and 7 para-professionals.

This has been a year of change - offices formerly in the Manchester Court House and the Collins Center, Nashua were consolidated into the Pine Island 4-H Center and the Milford Office. Expansion of services to the towns of the Expanded Food and Nutrition Education Program was accomplished, these formerly were only available to residents in Manchester and Nashua. The introduction of a professionally printed newsletter is now sent to approximately 3500 homes with useful information in agriculture, forestry, 4-H and home economics. A small office computer now allows us to more accurately evaluate our work and meet the needs of our clientele.

A general explanation of the Cooperative Extension Service programs follows:

AGRICULTURE

The agricultural agents are providing individual counseling to commercial growers, small farmers, landscapers, garden center operators and town officials. The agents also arrange and participate in educational programs for commercial growers, commercial organizations, small farmers as well as home gardeners and home owners.

In addition, the agricultural agents attempt to reach the general public through regular news articles and garden columns that are prepared each week and sent to each of the county's daily and weekly newspapers. Agents also supply residents with farm building plans, livestock information, soil tests results, farm business arrangements, etc.

4-H YOUTH DEVELOPMENT

4-H Youth Development is a learn by doing program for youths 8-19. Through hands on projects, 4-H members have fun while developing skills in local or community clubs with one or more adult leaders.

Some of the major projects include: Animal Science, Careers, Forestry & Wildlife, Child Care, Food & Nutrition, Gardening, Citizenship, Camping and Outdoor Education and many more. 4-H members learn about creativity and self-expression, taking and following directions, being self-sufficient, working with people of all ages, appreciating nature, as well as achievements of humans, but mostly they learn about themselves and what they can achieve if they try.

The 4-H Club program offers educational programs from offices in Manchester, Milford, Nashua and Pine Island (Goffs Falls).

HOME ECONOMICS

The Extension Home Economics program helps families and individuals to solve problems related to food, nutrition and health, textiles and clothing, housing and home furnishings, human development and family living, consumerism, energy, and family resource management.

Up-to-date, researched-based practical information is offered through workshops and classes, newsletters, printed publications, radio, newspapers, and organized Extension Homemaker Groups.

FORESTRY

Your County Forestry programs are jointly administered by the Cooperative Extension Service, U.N.H., the State Department of Forest and Lands, and the County.

Our effort is designed to provide education and technical assistance in multiple-use forest management on privatelands. This assistance is provided to private forest landowners, the forest products industry, municipalities and the general public. Information is presented through workshops, forest forums, field days and one-on-one contacts with landowners, loggers, and forest product industries.

Education and assistance efforts or our program include bulletins, news articles, radio, television and field demonstrations.

We also advise home owners on urban forestry problems as well as encourage youth groups such as 4-H, vocational agriculture and Scouting to become involved in learning and practicing good forestry.

THE HILLSBOROUGH COUNTY NURSING HOME ANNUAL REPORT OF THE ADMINISTRATOR

Honorable Board of
Hillsborough County Commissioners
County Court House
Manchester, New Hampshire 03101

Dear Commissioners:

The patient statistics for the Hillsborough County Nursing Home for the year ending June 30, 1985 in comparison with the previous fiscal year are as follows:

	Year Ending 6/30/84	Year Ending 6/30/85
Patients admitted	116.	103.
Patients expired	97.	87.
Patients transferred	19.	18.
Medicaid days	106,194.	107,565.
Self Paid days	1,200.	886.
County/City days	1,269.	NONE
Total Patient days	108,663.	108,451.
Average daily occupancy	99.23%	99.04%

Resident admissions to the Home which had increased sharply by 43% from 81 in 1983 to 116 in 1984, dropped off by 11% last year from 116 to 103. Transfers out were almost equal to the year before.

Our new admissions continue for the most part to be in poorer physical condition than those of previous years due to the reasons stated in last year's report. Also of interest is the fact that we are presently caring for more residents than in the past who are below the age of 65.

The Dietary Department was delighted to get their large, new, outside freezer. It is very impressive being 12' x 14' in size and we are assured that it will be quite sufficient to meet their present and future needs for freezer capacity.

We received a new telephone system in September which gives us a direct tie in to the Centrex system which the Courthouse has had for some time. Savings on prior equipment rentals may be close to \$10,000 per year.

Last year we were very happy to see our United Way fund drive go over the top. Our total contributions added up to over 2½ times as much as in the previous year's campaign. Our in house newsletter, The Hillsborough Highlights, had its 5th anniversary last year and each issue is still enjoyed by staff and residents alike.

Again this year the Employee Service Awards Ceremony which we started in 1982 was held during National Nursing Home Week. We were joined for the awards by Commissioner Alice Record of Nashua. Certificates and pins were presented to thirty 5 year employees. In addition, there were 10 awards for 10 years service, 2 for 15 years, and this year only 1 20 year service award was received.

As in our previous annual reports, I must once again give our sincere thanks to the members of the Moore Associates and the Hillsborough County Nursing Home Guild. They continue to contribute their time and efforts to the welfare of our residents. Their generosity and good deeds are greatly appreciated by all of us. Keep up the good work. We love all of you.

Respectfully submitted,
Robert G. Curran
Administrator

NEW BUS FOR COUNTY HOME

The residents of the Hillsborough County Nursing Home received an early Easter present this week when a brand, spanking new bus was delivered to their front door.

The new vehicle which is wheelchair-lift equipped, replaces the old blue bus which had served faithfully since 1978 and had logged close to 110,000 miles during that time.

Administrator, Robert Curran, thanked the Board of County Commissioners for their support in funding the bus in this year's budget. He also gave his personal thanks to Mrs. Regina Richard, formerly of Nashua, President of the Resident Council at the home, who headed the drive to get a new bus for our residents. She was instrumental in conducting a Resident Council raffle which raised money towards the purchase price and demonstrated the interest and involvement of the residents in helping to get their bus.

At a recent meeting held at the County Home, the Commissioners officially accepted the keys to the new vehicle from Bus and Bodies, Inc. of Plaistow, N.H. They also took note of the untiring work of Resident Council President, Richard, on behalf of the residents.



Commissioners Robert F. Keefe, Edward J. Lobacki, Alice B. Record, and Mrs. Regina Richard, President of Residents Council with new bus.

HILLSBOROUGH COUNTY SHERIFF'S DEPARTMENT ANNUAL REPORT — 1984-1985

To the Honorable Board of Commissioners for Hillsborough County:

We in the Sheriff's Department are pleased to report on what we feel are substantial improvements in the operation of this agency; many steps have been taken to implement programs designed to enhance efficiency and improve our level of service to the County.

One of the most needed programs is our upgrading of Court Security. We now have instructors in our department who have graduated from the U.S. Marshal Service Training Facility in Glynco, GA, and who are presently certifying our Bailiffs as Court Security Officers. Earlier this year, all Bailiffs were trained and certified with firearms. The pending installation of keypad entry systems and walk-through metal detectors will improve security even more in the very near future.

Further in-service training is now in progress for our part-time deputies, in cooperation with New Hampshire Police Training and Standards Council. At the conclusion of this program, all part-time Deputies and Bailiffs will be certified per RSA 105. All full time Deputies are either now certified, or scheduled to attend the NHPT&S training academy's next class.

Statistically, demands for our services are escalating. A review of the records reveals the following activity since January, 1985:

ARRESTS: Felonies, 212; Marital Capias', 216; Civil Bench Warrants, 1292.

PRISONER TRANSPORTS: 2,176

EXTRADITIONS: 124

CIVIL PROCESS: 22,500 (average return to county
\$30,000/month)

Changes in fees for civil process which we supported in the Legislature will result in an increase of approximately \$275,000 in fees returned to the General Fund.

In summary, we feel we are making substantial progress in becoming the best Sheriff Department in the history of Hillsborough County. I offer my personal thanks to my staff and all who help in making this possible.

HILLSBOROUGH COUNTY DEPARTMENT OF CORRECTIONS 1985 REPORT

Growth in the Department of Corrections continued and intensified its trend during the past year at both the pre-trial and post-trial facilities.

During the last year, the number of sentenced males was approximately the same as the previous year; 16% increase was evident this year, while 125% more females were sentenced for a 207% increase in inmate days.

The jail experienced a great increase with man days increasing 46%; the average population at the jail increased 36%.

In all, the department had a 34% increase in inmate days with an average daily population of 195.

An 88% increase in work releases granted was a bonus for the County both in terms of revenue and the positive benefits that come from keeping inmates active and productive.

Once again I would like to express my gratitude to the County Commissioners, the Delegation, my staff and the inmates for the continued support I have received.

Respectfully,
Nelson M. MacAskill
Director

HILLSBOROUGH COUNTY DEPARTMENT OF CORRECTIONS
HOUSE OF CORRECTION

Men Sentenced	859
Women Sentenced	72
Women Awaiting Sentencing	87
Prisoner Days (men)	35,667
Prisoner Days (women post-trial)	1,565
Prisoner Days (women pre-trial)	2,116
TOTAL PRISONER DAYS	39,348
Number of Meals Served	134,424
Work Releases Granted	171
Escapees	2
Escapees at Large	1
Revenue Collected (Work Release & Inmate Fund)	\$65,661.62

JAIL

Man Days	31,691
Daily Average Inmate Count	87
Smallest Number One Day	66
Largest Number One Day	103
Number in Jail on 6/30/85	93
Escapees	1
Escapees at Large	1
Number of Meals Served	95,073

**REGISTRY OF DEEDS
1984-1985 ANNUAL REPORT**

To the Honorable Board of Commissioners for Hillsborough County:

Another record year — \$1,259,203.65 in revenue for the 1985 fiscal year.

The Registry experienced an 8.8% increase in volume this fiscal year. Summer months again were high in volume and the increase continued into the fall.

A new telephone system, replacing our antiquated one, has been a big boost to the department. A larger and more advanced computer system will be going on line this fall. This system will allow for quicker access, speedier print outs, bookkeeping functions, and mail back labels. There will be more innovative and time saving programs put in place as we move along.

Lack of space continues to remain a problem. Commissioner Alice Record and Architect John Carter have been working on this problem with me.

Once again, my gratitude to the Commissioners, the County Delegation, and my hardworking staff for their continued support.

Respectfully submitted,
Judith A. MacDonald
Registrar

NOTES

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To the Honorable House of Representatives of the Commonwealth of Massachusetts:

Another record year - 1968 - has passed for the DCFI Board year.

The *legislative session* in Boston showed an increase in child abuse, domestic violence, child dependency, welfare and the unmet demand for the DCFI services.

A new helpline was created, information enhanced and the training focus shifted to dependency. A new program to assist mothers of newborns will be going into full operation. The DCFI staff were given greater authority, more per diem, facilities, day care, and more time off. This was by our Board and your support is acknowledged and appreciated by the DCFI staff.

Looked upon as difficult to administer, Child Abuse, Child Neglect and Domestic Violence have been making up this portfolio with us.

Comments, my gratitude to the Commonwealth, the County Legislators, and our Interagency staff for their wonderful support.

Respectfully submitted,

John J. Blodgett

Director

